

## Energy and Water Reporting Benchmarking Regulation of Ontario

Owners of large buildings with a gross floor area of 50,000 square feet or larger may be required to report their property's electricity consumption by the month for the previous calendar year to the Ministry of Energy, Northern Development and Mines pursuant to Ontario Regulation 506/18 which came into force on January 1, 2019, reintroducing EWRB into the Electricity Act, 2009. Additional information is available at <https://www.ontario.ca/laws/regulation/R18506>.

### Please Note:

1. If you are requesting data for more than one property, a separate request form will be required for each property.
2. Please note that requests may take up to six weeks to process from the receipt of your COMPLETED form. Requests received after May 15th may not be processed in time for you to meet the July 1st reporting deadline.
3. If you are a property manager, energy consultant or other third party requesting energy consumption data on behalf of a property owner, the owner must complete and sign the authorization section under Part A of this form in order to authorize Waterloo North Hydro to release the data to you. Waterloo North Hydro cannot process a request from a third party if that section is not completed and signed.
4. We can ensure we have captured ALL the electricity consumption at your prescribed property if you provide all of the electricity meter numbers for the electricity services in Part C.

If you require assistance completing this form, or have any questions regarding your account or the Energy and Water Reporting Benchmark Regulation, please contact our Billing Department at 519-886-5090 or by email at [billing@wnhydro.com](mailto:billing@wnhydro.com) M-F from 8:30 a.m. – 4:30 p.m.

### PART A: Property Owner Information

The purpose of this section is to identify the person(s) or company that owns the property which the energy usage is being requested for. Please note that if you are requesting information for properties at different locations, you will have to submit a separate request form for each property.

Full legal name of the property owner (please print): \_\_\_\_\_

Full legal or corporate name: \_\_\_\_\_

Business name /operating as (if different from the legal/corporate name):

\_\_\_\_\_

Phone Number: \_\_\_\_\_ Email address: \_\_\_\_\_

Street Address: \_\_\_\_\_ City: \_\_\_\_\_

Province/State: \_\_\_\_\_ Postal code: \_\_\_\_\_

To authorize a third party representative to make a request on your behalf, complete and sign the section below. As the property owner for the property identified in PART C, I hereby authorize the third party named in Part B to access my aggregated consumption data for the property described in Part C.

Signature of Property Owner: \_\_\_\_\_

Print Name: \_\_\_\_\_

Date: \_\_\_\_\_

**PART B: Requestor's Information (If not the property owner)**

The purpose of this section is to identify the person(s) requesting the energy consumption data if different from the owner.

If you are not the property owner, you are a:  Property manager  Energy Consultant

Other (Please specify): \_\_\_\_\_

Full Legal/corporate name: \_\_\_\_\_

Business name /operating as (if different from the legal/corporate name):

Phone Number: \_\_\_\_\_ Email address: \_\_\_\_\_

Street Address: \_\_\_\_\_ City: \_\_\_\_\_

Province/State: \_\_\_\_\_ Postal code: \_\_\_\_\_

**PART C: Property Information\***

**\*Mandatory**

The purpose of this section is to collect information on the property/building for which the energy consumption data is being requested. Remember, if you are requesting information for properties at different locations, you will have to submit a separate request form for each property.

Building / complex name (if applicable) \*: \_\_\_\_\_

Property address\*: \_\_\_\_\_ Postal code: \_\_\_\_\_

Does the property have multiple street addresses\*:  No  Yes (If yes, provide addresses\*):

Address 1: \_\_\_\_\_

Address 2: \_\_\_\_\_

Address 3: \_\_\_\_\_

Address 4: \_\_\_\_\_

EWRB #: \_\_\_\_\_ Year electricity data is being requested for\*: \_\_\_\_\_

Number of structures \*: \_\_\_\_\_ Year built: \_\_\_\_\_

Total square footage: Number of residential units\*: \_\_\_\_\_

Number of non-residential units\*: \_\_\_\_\_

## PART D: Declaration

By affixing my signature below: I hereby certify to Waterloo North Hydro on my own behalf and on behalf of the owner of the property (if I am not the owner) that:

- a) The information provided in this form is true, correct and complete;
- b) I am the legal owner of/I have obtained lawful authority from the legal owner of the large building specified in Part C of this form;
- c) I shall notify Waterloo North Hydro immediately in writing if any of the information I provided in this form changes; and
- d) If I am signing on behalf of a corporation, limited partnership or partnership that I have the authority to bind the corporation, limited partnership or partnership.

I understand and acknowledge that Waterloo North Hydro provides the requested data to me as is available through the existing metering infrastructure and based on the information that I have provided. I agree on my own behalf and on behalf of the owner of the property (if I am not the owner) not to hold Waterloo North Hydro and its directors, officers, employees, contractors, agents and other representatives liable under any circumstances for any errors, omissions, or delays in respect of the requested data, including any liability, loss or damages, which may arise in contract, tort or otherwise.

Signature of requestor: \_\_\_\_\_

Print name: \_\_\_\_\_

Date: \_\_\_\_\_

Please email your completed form to [billing@wnhydro.com](mailto:billing@wnhydro.com) or mail the completed form to: Waterloo North Hydro, 526 Country Squire Rd, Waterloo, ON, N2J 4G8.

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